



Person Specification			
<b>Post title</b>	Environmental Enforcement Officer	<b>Grade / Salary</b>	Grade H / £32,076 - £33,945

To be successful in this role you will need to demonstrate how you meet the criteria below at application & interview stage.

Shortlisting Number	Criteria	Method of assessment
<b>Skills, knowledge, experience</b>		
S1	Experience of working within an Environmental Health or environmental enforcement role, and/or a relevant qualification.	CV, I
S2	Experience of undertaking surveys or inspections.	CV, I
S3	Up to date knowledge of environmental crime related legislation and good practice.	CV, I
S4	Experience of developing relationships internally and externally, working with partner organisations to deliver shared goals and outcomes.	CV, I
S5	Evidence of recent relevant training/qualifications.	CV, I
S6	Ability to communicate effectively both verbally and in writing with the public, staff, and management (face to face, telephone, reports, letters and emails). Being able to get things done through working with other people and assisting them to maximise their contribution to deliver necessary outcomes.	CV, I
S7	Develops positive working relationships with other teams both within and outside the organisations e.g. voluntary and health sectors.	CV, I
S8	Achieves personal objectives on time and to the agreed standard whilst having consideration for the effect on others, competing priorities and tight deadlines.	CV, I
S9	Ability to cope flexibly with competing priorities/workloads under own supervision using initiative.	CV, I
S10	Ability to work independently, plan, prioritise and coordinate workload to meet targets.	CV, I
S11	Experience of customer care, direct customer contact with service users and engaging partners.	CV, I
S12	Valuing Diversity - Listen, support and monitor the diverse contributions made to service	CV, I

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	development without prejudice. Challenge behaviours and processes which do not positively advance the diversity agenda whilst being prepared to accept feedback about own behaviour. Recognise people's strengths, aspirations and abilities and help to develop their potential. Understand how Valuing Diversity can improve our ability to deliver better services and reduce disadvantage.	
S13	Developing Self and Others - Ability to question, and request right training and development that links to the post, to seek opportunities that add to skills and knowledge, to respond positively to opportunities that arise. And to support others' learning and share learning with others.	CV, I
<b>Personal attributes and circumstances</b>		
P1	You must adhere to the "Knowsley Better Together" staff qualities; Integrity, Accountability, Communication and Respect.	I
P2	Reliable, hardworking with a positive attitude to change, continuous improvement and delivering results.	CV, I
P3	Commitment to follow procedures and respond to instructions from Senior Officers and Principal Programme and Project Officers.	CV, I
P4	Demonstrate a commitment to using own learning to enhance capability, present a positive image, guide and support other team members and value the contributions of others.	CV, I
P5	A commitment to work flexibly and beyond normal 9-5 working hours if necessary to achieve deadlines and targets.	CV, I
P6	Car driver/availability of car or equivalent for use during working hours for business purposes.	CV, I
P7	A commitment to undertake out of hours inspection and monitoring activities when requested.	CV, I
<b>Qualifications</b>		
Q1	Good overall level of education to a minimum GCSE Level or equivalent.	C

**A** = Application form   **CV** = Curriculum Vitae   **C** = Certificate   **E** = Exercise   **I** = Interview   **P** = Presentation   **AC** = Assessment Centre   **T** = Test

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**Where the post involves working with children, in addition to a candidate's ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:**

- **Motivation to work with children and young people.**
- **Ability to form and maintain appropriate relationships and personal boundaries with children and young people.**
- **Emotional resilience in working with challenging behaviours.**
- **Attitudes to use of authority and maintaining discipline**

We have a positive attitude to the employment of disabled people and guarantee an interview to those who meet **all** the necessary criteria of the person specification.

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